

**CLIFTON PLANNING COMMISSION MEETING
TUESDAY, OCTOBER 28, 2025, 7:30 PM
ACACIA LODGE
7135 MAIN STREET, CLIFTON, VA 20124**

Present: Jay Davis, Town Council Representative; Terry Winkowski; Michelle Stein; Paula Sampson

Absent: Kathy Kalinowski, Susan Yantis; Adam Trost; Laura Jane Cohen, Town Administrator

The Regular Meeting was called to order by Acting Chair Paula Sampson at 7:34 PM.

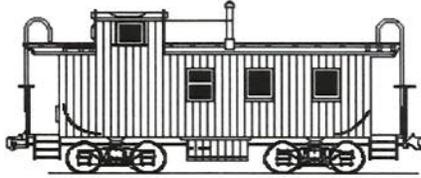
The following use permit application was reviewed: 7239 Dell Avenue. The applicant, Matt Curran attended. Additional information reflecting the setback measurement from the deck extension to the property lines was shared with the Commissioners. The Planning Commission concluded the appropriate setbacks will be maintained.

Member Stein made a motion to approve the application. The motion was seconded by Member Davis and approved by poll, 4- 0.

Town Plan Update: Member Sampson reported on the following:

- The Town of Clifton will enter into a contract with NVRC to complete additional data and maps for the Town Plan. Anticipated completion date: February 2026
- Following the above action, the Planning Commission will review the final draft of the Town Plan and then send it to Town Committees for review.
- Laura Jane, Paula, and Kathy met with Sandy Anderson, Chair, Springfield District Representative and Kyle McDaniel, Member, At-Large to discuss the Clifton Elementary School site. There was discussion regarding future use of the property. Members of the Planning Commission requested that the Board partner with the Town as the future of the site is determined and suggested consideration of low impact, open space, and public use.

The meeting was adjourned at 7:49 PM.



TOWN OF CLIFTON, VIRGINIA

Use Permit Application

Property Address: 7239 Dell Ave Clifton		Date: [Month / Year] 9/25/25		
1. Type of Permit:	<input type="checkbox"/> Construction	<input type="checkbox"/> Commercial	<input checked="" type="checkbox"/> Residential	<input type="checkbox"/> Home Business (Code 9-19.c1)
	<input type="checkbox"/> Preliminary Site Plans Attached	<input type="checkbox"/> Office	<input type="checkbox"/> Retail	
	<input type="checkbox"/> Special Use	<input type="checkbox"/> Subdivision (Code Chapter 10)	<input type="checkbox"/> Boundary Line Adjustment/Lot Consolidation (Code 10-57 to Code 10-59)	<input type="checkbox"/> Public Use
	<input type="checkbox"/> Restaurant			
	<input type="checkbox"/> Bed & Breakfast			
	<input type="checkbox"/> Multi-Family			
2. Name of Applicant: Darah & Matt Curran				
Mailing Address: 7239 Dell Ave Clifton VA 20124				
Phone: 703 725-8041				
Email Address: darah.curran@inova.org				
3. Name of Property Owner (if different): n/a				
Mailing Address:				
4. Name of Business / Organization: n/a				
5. Owner of Business / Organization: n/a				
6. Tax Map Number: (7239 Dell Ave) 085-2-02-0011A				
7. Attach a plat or plan drawn to scale showing the proposed construction, certified by an engineer, surveyor, architect, authorized to practice as such by VA, together with a surveyed plat of the property indicating all building and structure setbacks and height.			<input checked="" type="checkbox"/> Plat Attached	

8. Attach Floor Plan to Scale (non-residential & home business):		<input checked="" type="checkbox"/> Floor Plan Attached		
9. Zoning District of Premises:	<input checked="" type="checkbox"/> Residential (Code 9-19) <input type="checkbox"/> Church, Park, Community Building	<input type="checkbox"/> Commercial (Code 9-21)	<input type="checkbox"/> Agricultural (Code 9-20)	<input type="checkbox"/> Industrial (Code 9-22)
	<input type="checkbox"/> Community Open Space & Recreation (COSR) (Code 9-23A)	<input type="checkbox"/> Low Impact Commercial (Code 9-23B)		
10. Describe Purpose of Application: <i>Replacing existing front porch flooring (same footprint) Extending rear deck + replacing decking (expanded footprint)</i>				
10. If Commercial, Home Business, Agricultural or Industrial:				
11. Describe Operation: <i>n/a</i>				
11.a. If Non-Residential - Office Use: _____ SF or Retail/Restaurant Use: _____ SF				
11.b. Days & Hours of Operation (include special events): _____				
11.c. Number of Employees on Site at any One Time: _____				
11.d. Number of Seats (Restaurant/Church): Total: _____. If applicable, provide number of seats located Inside: _____ and; Outside: _____				
11.e. Gross Floor Area (GFA) of Building or /Premises: _____ SF (Code 9-13) Net Gross Floor Area if more than one use in building: _____ SF If applicable, GFA devoted to carry-out service within restaurant: _____ SF				
11.f. Number of Off-street Parking Spaces Required: _____ (Code 9-13)				
11.g. Number of Off-street Parking Spaces Provided* (attach parking plan to scale with dimensions identifying existing and proposed parking spaces): _____				
11.h. Gross Floor Area of Dwelling (Home Business Only): _____ SF				
12. Application Fee Enclosed: (Fee schedule in Filing Instructions) \$ _____				

*PLEASE INCLUDE A PARKING TABULATION FORM FOR BUILDINGS THAT HAVE MORE THAN ONE USER IN THE BUILDING.

Is the applicant or owner a member of a homeowners association (HOA)? Yes No If yes, please obtain the approval of the HOA prior to submission of the application.

HOA REPRESENTATIVE (NAME/SIGNATURE) _____ DATE OF HOA APPROVAL: _____

The undersigned hereby applies for a Use Permit pursuant to Article 2, Section 9-10 of the Zoning Ordinance of the Code of Town of Clifton, Virginia.

APPLICANT'S SIGNATURE: [Signature]

DATE: 9/25/25

PROPERTY OWNER SIGNATURE: [Signature]

DATE: 9/25/25

FOR TOWN USE ONLY

RECEIPT DATE: _____

DATE APPLICATION ACCEPTED: _____

APPLICATION FEE PAID: \$ _____

APPROVED DISAPPROVED

PLANNING COMMISSION: _____
SIGNATURE

PRINT

CONDITIONS: _____

APPROVED DISAPPROVED

TOWN COUNCIL: _____
SIGNATURE

PRINT

CONDITIONS: _____



N/F - J.E. & M.L. STEIN
DB 13463 P 453

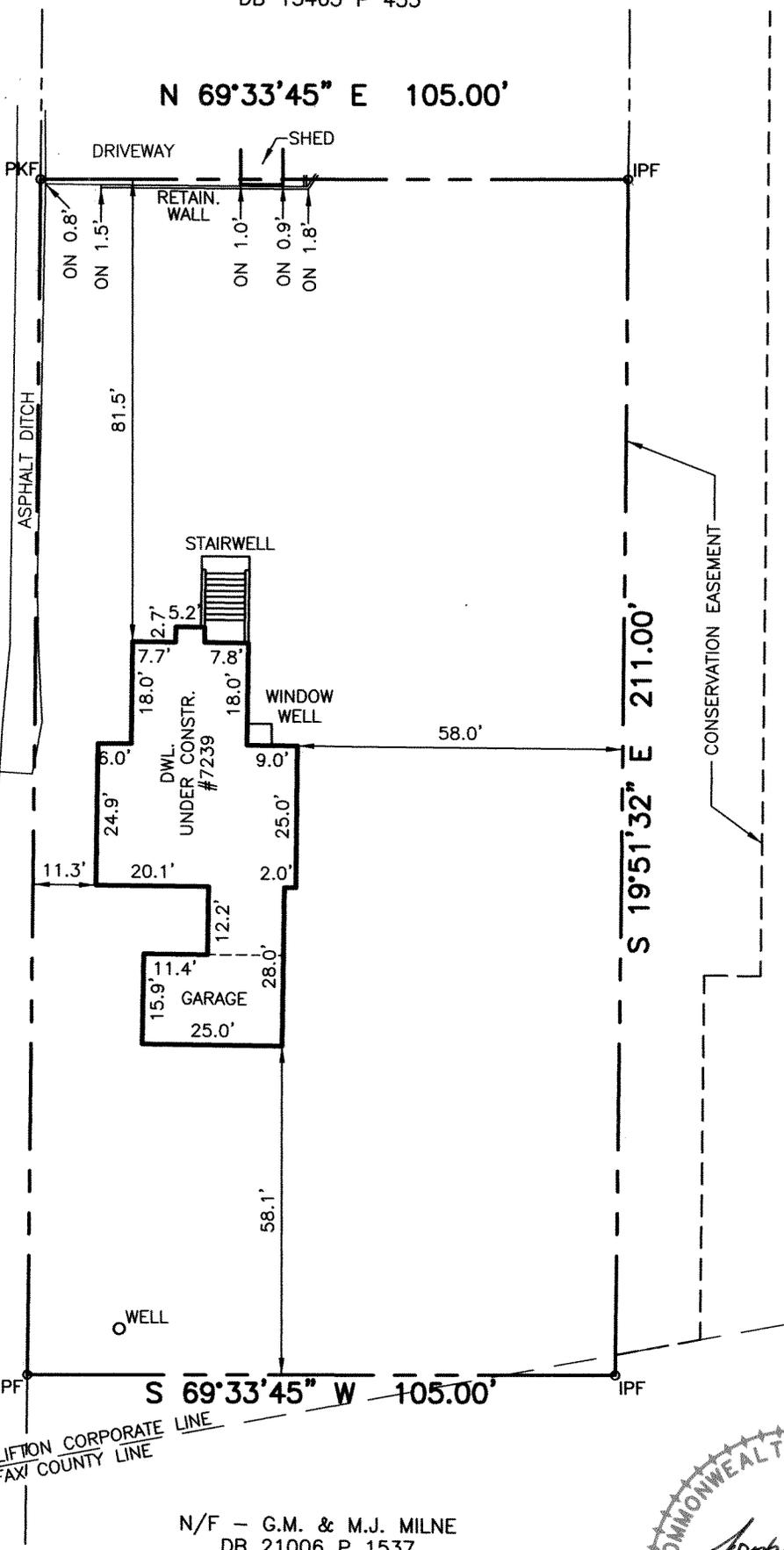
N 69°33'45" E 105.00'

DELL AVENUE - RTE. #2007
(30' WIDE)

N 19°51'32" W 211.00'

S 19°51'32" E 211.00'

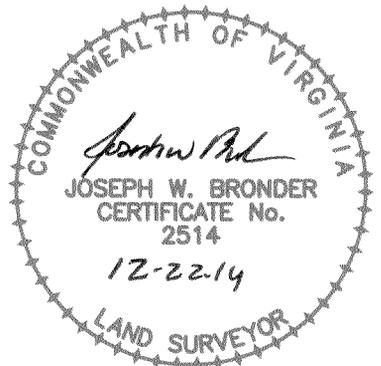
S 69°33'45" W 105.00'



APPROX. LOC. TOWN OF CLIFTON CORPORATE LINE
APPROX. LOC. FAIRFAX COUNTY LINE

N/F - G.M. & M.J. MILNE
DB 21006 P 1537

N/F - G.M. & M.J. MILNE
DB 21006 P 1537



WALL CHECK SURVEY
THE LAND OF
CLAUDE A. & BETTY J. WHEELER

DB 23573 P 447
TOWN OF CLIFTON
SPRINGFIELD DISTRICT
FAIRFAX COUNTY, VIRGINIA
SCALE - 1" = 30' DECEMBER 18, 2014

DiGIULIAN ASSOCIATES, P.C.
LAND SURVEYORS

7000-D NEWINGTON ROAD LORTON, VIRGINIA 22079 703-339-7449